

Law Society of Prince Edward Island

**APPLICATION TO CHANGE STATUS OR TO RESIGN MEMBERSHIP**

TO: Council  
Law Society of Prince Edward Island

I, \_\_\_\_\_ of \_\_\_\_\_

Hereby make application to change my status, and I submit the following information in support of my application.

My current status is:

*[Check one]*

- Practising Insured
- Practising, Exempt from Insurance
- Non-practising
- Retired
- Suspended

I wish to change to:

*[Check one]*

- Practising Insured
- Practising, Exempt from Insurance
- Non-practising
- Retired
- I wish to resign my membership

I wish the change to become effective on \_\_\_\_\_  
(date)

I wish to change my status because:

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**If changing from Practising (Insured or Exempt) status to Practising (Insured or Exempt), Non-Practising, Retired or Resigned, please complete sections “A” & “C”:**

**“A”**

**1. Outstanding Client Matters:**

All my clients' outstanding matters have been completed and disposed of or arrangements have been made to my clients' satisfaction to have their outstanding files, documents and papers returned to them or turned over to a practising member in good standing of the Law Society of Prince Edward Island. YES \_\_\_\_\_ NO \_\_\_\_\_ n/a \_\_\_\_\_

**2. Closed Client Files, Wills, Documents:**

All other client matters have been completed. YES \_\_\_\_\_ NO \_\_\_\_\_ n/a \_\_\_\_\_

My closed files, wills, documents, papers, etc. have been placed with the following member in good standing or law firm:

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**3. Trust Accounts, Trust Property:**

(a) I currently do not hold money or other property in trust for any person.

YES \_\_\_\_\_ NO \_\_\_\_\_ n/a \_\_\_\_\_

(b) All trust funds and clients' property for which I am responsible have been accounted for and either paid over to the person entitled to them or are now held in trust by another practising member to or for the benefit of the person entitled.

YES \_\_\_\_\_ NO \_\_\_\_\_ n/a \_\_\_\_\_

(c) I have closed my trust account(s) and attached hereto is confirmation from my Accountant that my trust account(s) have no balance and have been closed.

YES \_\_\_\_\_ NO \_\_\_\_\_ n/a \_\_\_\_\_

(d) If “NO”, I will close my trust account by \_\_\_\_\_ (a date not later than 30 days later than this application) and undertake to file on that date a confirmation by my Accountant that my trust account has no balance and has been closed.

YES \_\_\_\_\_ NO \_\_\_\_\_ n/a \_\_\_\_\_

**4. Confirmation:**

I confirm that upon approval of this application, I will not engage in the practise of law in the Province of Prince Edward Island. YES \_\_\_\_\_ NO \_\_\_\_\_ n/a \_\_\_\_\_

If changing status from Non-Practising to Practising (Insured or Exempt), please complete sections “B” & “C”:

**“B”**

**Professional History**

(a) Date of admission to the Law Society of Prince Edward Island:

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(b) Last date on which you were engaged in the practice of law in Prince Edward Island:

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(c) Describe what you have been doing since you were last engaged in the practice of law in Prince Edward Island (*Attach a separate sheet if necessary*):

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(d) Are you now, or have you ever been, a member of another law society? If yes, list chronologically all law societies of which you are currently or were previously a member, noting current status and dates of admission:

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*Please have current Certificates of Standing sent directly to the Law Society of Prince Edward Island from each law society or other body governing the legal profession in any jurisdiction of which you are, or have ever been, a member.*

(e) Please state fully the nature and extent of your practice and/or law-related experience, including dates, if possible. *Attach a separate sheet if necessary.*

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(f) Have you ever been refused admission to, been disciplined by, been disbarred or struck from membership in a law society or other professional organization or governing body? YES \_\_\_\_\_ NO \_\_\_\_\_

(g) Have you ever resigned or applied to resign from a law society or other governing body for any reason? YES \_\_\_\_\_ NO \_\_\_\_\_

(h) Are you currently the subject of a professional conduct or disciplinary complaint in any jurisdiction? YES\_\_\_\_\_ NO\_\_\_\_\_

(i) Are you aware of any complaint or charge pending against you in your professional capacity, which has not yet come to the attention of another law society or governing body? YES\_\_\_\_\_ NO\_\_\_\_\_

(j) Have you ever been the subject of an insurance claim under a policy for professional liability insurance? YES\_\_\_\_\_ NO\_\_\_\_\_

*If the answer is yes to any of questions (f) to (j), please provide relevant documents with particulars.*

#### **Good Character**

(k) Do you presently have a record for having been found guilty of a criminal offence? YES\_\_\_\_\_ NO\_\_\_\_\_

(l) Are there any outstanding charges against you pertaining to a criminal offence? YES\_\_\_\_\_ NO\_\_\_\_\_

(m) Have you ever been successfully sued in a civil action relating to fraud? YES\_\_\_\_\_ NO\_\_\_\_\_

(n) Have you been denied or had revoked any license or permit, the procurement of which required proof of good character? YES\_\_\_\_\_ NO\_\_\_\_\_

(o) Have you made an assignment in bankruptcy or petitioned into bankruptcy, or filed a proposal to creditors? YES\_\_\_\_\_ NO\_\_\_\_\_

(p) Are there any outstanding civil judgments against you or any actions outstanding against you that may result in a civil judgment? YES\_\_\_\_\_ NO\_\_\_\_\_

(q) Have you at any time disobeyed an Order of any court requiring you to do or abstain from doing any act? YES\_\_\_\_\_ NO\_\_\_\_\_

(r) Is there, to your knowledge or belief, any event, circumstance, condition or matter not disclosed in your replies to the preceding questions that touches or may concern your conduct, character and reputation, and that you know is or believe might be thought to be an impediment to your admission or warrant full inquiry by the Law Society of Prince Edward Island? YES  NO

*If the answer is yes to any of questions (k) to (r), please provide relevant documents with particulars.*

#### **Fitness/Competence**

*In asking the following question, the Society is not concerned with issues which have been satisfactorily resolved and do not affect your present ability to practice law competently. Depending on your response, the Society may ask for additional information from you or another appropriate source.*

(s) Based upon your personal history, your current circumstances or any professional opinion or advice you have received, are you currently experiencing any condition which is reasonably likely to impair your ability to competently practice law?

YES  NO

If yes, please provide details:

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#### **Practice Intentions**

(t) On what date do you intend to commence practice? \_\_\_\_\_

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(u) With which firm or organization will you be practicing (*if known*)? \_\_\_\_\_

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(v) Describe the nature of your intended practice: \_\_\_\_\_

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**“C”**

**AUTHORIZATION**

I grant to the Law Society permission to make enquiries from any person, police authority, governing body, or other organization about anything relevant to this application. I authorize all persons enquired of pursuant to this authorization to provide all information requested.

My current contact information is:

Mailing address:

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Telephone: \_\_\_\_\_ E-mail \_\_\_\_\_

**DECLARATION OF APPLICANT**

I, \_\_\_\_\_, the applicant in this Application to Change Status, DO SOLEMNLY DECLARE that the statements contained in my Application are complete and true in every respect.

AND I make this declaration believing it to be true and know that it is of the same force and effect as if made under oath or solemn affirmation.

DECLARED before me at \_\_\_\_\_)

In the County of \_\_\_\_\_,)

Province of \_\_\_\_\_,)

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.)

\_\_\_\_\_  
A Commissioner of the Supreme Court of

\_\_\_\_\_  
Member

Prince Edward Island or a Notary Public in and for

\_\_\_\_\_. \_\_\_\_\_.

(Effective 07-01-12)